



Application for Eligible Family Members: Adjunct Faculty / Customer Service Trainer

Re: ALDAC I2 State 43720

Please print the completed application and fax the form, the signed affidavit of logistical support from post, and your resumé (optional) to FSI's HR Office at 703/302-7227. All applications must be submitted to FSI by COB on May 11, 2012.

1. Your full name:
2. Your email address:
3. What is your current bureau of assignment: (select one)

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4. What is your post of assignment for 2012 and 2013:
5. Please supply the names and e-mail addresses of the Management Officer/Counselor and the Community Liaison Officer at your current post of assignment:
6. How long have you lived overseas in an embassy environment?
7. Are you currently employed at post? If yes, are you employed part-time or full-time?
8. Do you have a 4/4 English proficiency in speaking/listening and reading/writing?

9. List languages spoken other than English:
10. Educational background in teaching/training/learning:
11. Years of Training/Teaching Experience:
12. Did you teach/train adults?
13. What is the largest number of students (class size) you have ever taught?
14. List the type of courses/subjects you have taught and class size for each course/subject:
15. For whom did you teach/train (USG, Local Government, Private Sector, School/University, etc.)? Please include the teaching environment for each topic listed in #14 above:

16. Have you ever taught in English? In what other languages have you taught?
17. If selected to participate, will you be available to travel within your region? (please circle one)
- YES NO Other (please explain):
18. In 100 words or less, tell us why you would be an ideal candidate for this program:

You may include a resumé as part of your application for this program, but it is not required at this time. A resumé will be required if you are selected to participate in the workshop.

To: Management Officer/Counselor

_____ is applying to become an FSI Adjunct Faculty trainer for Customer Service courses. Successful candidates will become FSI staff located in overseas assignments, and they will be placed in WAE status to train Customer Service courses at posts in the region (please see ALDAC 12 State 43720 for details of the program).

To be considered, applicants must show that they have post management's agreement to provide logistical support. For instance, the Adjunct Faculty trainer will need the following:

- access to OpenNet from post
- assistance processing travel documents
- certification of travel orders and travel vouchers
- access to receive travel advances when on official orders

Additional logistical support may be required, based on post-specific and regional requirements.

Please fill out and sign the affidavit below, showing post's willingness to provide some limited logistical support for the Adjunct Faculty trainer.

I support _____'s application to be considered for FSI Adjunct Faculty status, and I agree that post will provide logistical support when s/he is working on training in the region.

Signature, Title

Date